

MODULE SPECIFICATION

Module code	
Module title in Polish	Kierowanie Procesem Inwestycyjnym
Module title in English	Managing the Investment Process
Module running from the academic year	2016/2017

A. MODULE IN THE CONTEXT OF THE PROGRAMME OF STUDY

Field of study	Civil Engineering
Level of qualification	First cycle <i>(first cycle, second cycle)</i>
Studies profile	Academic <i>(academic/practical)</i>
Mode of study	Full-time <i>(full-time / part-time)</i>
Specialism	
Organisational unit responsible for module delivery	The Department of Building Engineering Technologies and Organisation
Module co-ordinator	Stefan Szałkowski, PhD, Eng.
Approved by	Marek Iwański, Professor

B. MODULE OVERVIEW

Module type	Core module <i>(core/programme-specific/elective HES*)</i>
Module status	Compulsory module <i>(compulsory / non-compulsory)</i>
Language of module delivery	English
Semester in the programme of study in which the module is taught	Semester 7
Semester in the academic year in which the module is taught	Winter semester <i>(winter / summer)</i>
Pre-requisites	None <i>(module code/module title, where appropriate)</i>
Examination required	No <i>(yes / no)</i>
ECTS credits	2

Mode of instruction	lectures	classes	laboratories	project	others
Total hours per semester	15			15	

* elective HES – elective modules in the Humanities and Economic and Social Sciences

C. LEARNING OUTCOMES AND ASSESSMENT METHODS

Module aims	The aims of the module are to: acquire knowledge, abilities, and competences as regards managing the investment process; familiarise students with the principles of public order, the rights and duties of the participants of the investment process; effectiveness methods of investment enterprises; acquiring knowledge as regards financial analysis and creating a business plan of business activity.
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Module outcome code	Module learning outcomes	Mode of instruction (l/c/lab/p/ others)	Corresponding programme outcome code	Corresponding discipline-specific outcome code
W_01	A student has basic knowledge on the technology and organisation of building works (particularly on designing building processes).	l/p	B_W13	T1A_W02 T1A_W03 T1A_W06 T1A_W08
W_02	A student is knowledgeable about the methods of assessing economic effectiveness of constructional enterprises.	l/p	B_W14	T1A_W08 T1A_W09 T1A_W03 T1A_W04
W_03	A student has fundamental knowledge on running a business activity in civil engineering. Moreover, a student has knowledge on the procedures binding in running a constructional investment.	l/p	B_W16	T1A_W08 T1A_W09 T1A_W11
U_01	A student can organise investment processes with the elements of economic optimisation.	l/p	B_U20	T1A_U03 T1A_U05 T1A_U09 T1A_U12 T1A_U13 T1A_U16
U_02	A student can organise works at a construction site according to the principles of technology, organisation, and management in civil engineering.	l/p	B_U21	T1A_U09 T1A_U12 T1A_U13 T1A_U16
U_03	A student can obtain information from the literature on the subject. A student is also capable of self-education.	l/p	B_U29	T1A_U01 T1A_U03 T1A_U04 T1A_U05 T1A_U06 T1A_U07 T1A_U10
K_01	A student can work individually on the assigned task.	p	B_K01	T1A_K01 T1A_K03 T1A_K04
K_02	A student is responsible for the reliability of the obtained results and their interpretation.	p	B_K02	T1A_K02 T1A_K05 T1A_K07
K_03	A student can formulate conclusions and describe the results of his/her own work.	p	B_K04	T1A_K01 T1A_K07

Module content:

1. Topics to be covered in the lectures

No.	Topics	Module outcome code
1	Introduction to organisation and management. Introducing new concepts.	W_01 W_02

		U_03
2	Explaining macroeconomic phenomena which have an impact on business.	W_02 U_03
3	The organisation of the investment process. The stages of the investment process and legal conditions.	W_03 U_01
4	The participants of the investment process (their rights and duties).	W_03 U_02
5	Public orders. The organisation and procedures while issuing a call for tenders concerning public orders.	W_01 U_01
6	The documentation of the construction site.	W_01 U_02
7	The methods of assessing the effectiveness of investment enterprises.	W_02 U_03
8	Economic analysis with respect to the thermoinsulation of buildings.	W_02 U_02

2. Topics to be covered in the classes
3. Topics to be covered in the laboratories
4. Topics to be covered in the projects

Project number	Topics	Module outcome code
1	Basic information on a business plan.	W_03 K_01
2	The profile and scope of operation of an enterprise.	W_03 U_03 K_01
3	A technical, marketing, and organisational plan.	W_03 U_03 U_01 K_01 K_02
4	Financial analysis of a business plan.	W_02 U_03 K_01 K_02 K_03
5	Business plan analysis (schedule, applications, and attachments).	W_02 U_03 K_01 K_02 K_03

Assessment methods

Module outcome code	Assessment methods <i>(Method of assessment; for module skills – reference to specific project, laboratory and similar tasks)</i>
W_01	A test
W_02	A test and a project
W_03	A test and a project
U_01	A test
U_02	A test
U_03	A test and a project

K_01	A project
K_02	A project
K_03	A project

C. STUDENT LEARNING ACTIVITIES

ECTS summary		
	Type of learning activity	Study time/ credits
1	Contact hours: participation in lectures	15
2	Contact hours: participation in classes	
3	Contact hours: participation in laboratories	
4	Contact hours: attendance at office hours (2-3 appointments per semester)	2
5	Contact hours: participation in project-based classes	15
6	Contact hours: meetings with a project module leader	3
7	Contact hours: attendance at an examination	
8		
9	Number of contact hours	35 <i>(total)</i>
10	Number of ECTS credits for contact hours <i>(1 ECTS credit =25-30 hours of study time)</i>	1.4
11	Private study hours: background reading for lectures	2
12	Private study hours: preparation for classes	
13	Private study hours: preparation for tests	3
14	Private study hours: preparation for laboratories	
15	Private study hours: writing reports	
16	Private study hours: preparation for a final test in laboratories	
17	Private study hours: preparation of a project/a design specification	10
18	Private study hours: preparation for an examination	
19		
20	Number of private study hours	15 <i>(total)</i>
21	Number of ECTS credits for private study hours <i>(1 ECTS credit =25-30 hours of study time)</i>	0.6
22	Total study time	50
23	Total ECTS credits for the module <i>(1 ECTS credit =25-30 hours of study time)</i>	2
24	Number of practice-based hours <i>Total practice-based hours</i>	30
25	Number of ECTS credits for practice-based hours <i>(1 ECTS credit =25-30 hours of study time)</i>	1.2